

**MINUTES OF THE REGULAR BOARD MEETING
OF THE COMMISSIONERS AND OFFICERS
OF THE PROSPECT HEIGHTS PARK DISTRICT
GARY MORAVA RECREATION CENTER
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070
TUESDAY, JUNE 28, 2022**

Call to Order

Roll Call

Commissioner Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:01 p.m.

Commissioners present:

Ellen Avery

Betty Cloud

Paul Fries

Tim Jones

Eric Kirste

Steve Messer (arrived at 7:02 p.m.)

Also Present:

Christina Ferraro – Executive Director

Shawn Hughes – Superintendent of Finance, HR & IT

Ray Doerner - Superintendent of Recreation

Dino Squiers – Superintendent of Facilities & Parks

Edlyn Castil – Admin Services Manager/Recording Secretary

Commissioners absent:

Karl Jackson

A quorum was present.

The Pledge of Allegiance was led by Logan Kirste.

Corrections/Additions/Approval of Agenda

Commissioner Jones asked to amend Agenda Item V. A. to read: “Financial Audit **FY2021**...”.

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the agenda as amended. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Correspondence

A thank you card from retired Superintendent of Recreation Julie Caporusso and an email related to a pool party cancellation were received.

Recognition/Welcome

Residents Jill Moskal and Logan Kirste, and Anthony Cervini, Sikich LLP were in attendance.

Presentation

Financial Audit FY2021, Anthony Cervini, Sikich LLP

Anthony Cervini presented the draft Prospect Heights Park District Financial Audit FY2021. He highlighted the Management’s Discussion and Analysis, Statement of Net Position, and Balance Sheet. The filing deadline and extension were discussed.

Acceptance of the FY2021 Comprehensive Annual Financial Report

There was discussion about deferring the acceptance of the FY2021 Comprehensive Annual Financial Report until next month’s board meeting to allow the board members more time to review.

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to defer the acceptance of the FY2021 Comprehensive Annual Financial Report until next month’s board

meeting. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Public Comment

There were none.

Consent Agenda

A motion was made by Commissioner Kirste and seconded by Commissioner Avery to approve the Consent Agenda as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Cloud, Fries, Jones, Kirste, Messer

Nays: None

Abstain: None

Absent: Commissioner Jackson

The motion carried.

Announcements (Meetings)

The next regular Board Meeting will be held on July 26, 2022 at 7:00 p.m. at Gary Morava Recreation Center.

Attorney's Report

None

Administrative/Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro reported the summer programs are going well. She thanked everyone for attending and volunteering at the Prospect Heights Block Party. She announced the park district will be participating in the Prospect Heights Independence Day Parade on Saturday, July 2nd and board members and their families are welcome to join us. After some discussion the board member Parks Tour will be scheduled for September 2022. She recapped the Parks Foundation meeting held on June 27th with three residents in attendance. Discussion was held regarding the potential referendum and its tax impact to residents. Frank Parisi, Williams Architects, and Bob Lewis, PMA Financial, will be attending the next board meeting.

Superintendent of Finance, HR and IT – as submitted.

Superintendent of Recreation – as submitted. Superintendent of Recreation Ray Doerner thanked the Staff and board for their contributions at the Prospect Heights Block Party. He encouraged all to visit Izaak Walton Park and it's Artwalk.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported PHYBS's season is wrapping up and they will be in playoffs soon. The tennis courts/pickleball courts are almost complete.

Director of Golf Operations – as submitted.

Recreation Supervisors – as submitted.

Committees of the Board

No reports.

Unfinished/Ongoing Business

No unfinished/ongoing business.

New Business**Capitalization Policy**

A motion was made by Commissioner Kirste and seconded by Commissioner Messer to approve the Capitalization Policy as submitted. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Election of Park Board Officers**Park Board President**

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to open the nominations for 2022-2023 Park Board President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Kirste and seconded by Commissioner Messer to nominate Tim Jones as Park Board President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Cloud and seconded by Commissioner Kirste to close nominations for 2022-2023 Park Board President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to elect Tim Jones President by acclamation. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Park Board Vice President

A motion was made by Commissioner Avery and seconded by Commissioner Fries to open the nominations for 2022-2023 Park Board Vice President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Cloud and seconded by Commissioner Jones to nominate Ellen Avery as Park Board Vice President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Messer and seconded by Commissioner Fries to close nominations for 2022-2023 Park Board Vice President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Cloud and seconded by Commissioner Fries to elect Ellen Avery Vice President by acclamation. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Park Board Treasurer

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to open the nominations for 2022-2023 Park Board Treasurer. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Messer to nominate Eric Kirste as Park Board Treasurer. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

New Business (continued)

A motion was made by Commissioner Fries and seconded by Commissioner Cloud to close nominations for 2022-2023 Park Board Treasurer. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Fries to elect Eric Kirste Treasurer by acclamation. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Park Board Secretary

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to open the nominations for 2022-2023 Park Board Secretary. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Fries to nominate Elizabeth "Betty" Cloud as Park Board Secretary. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Messer and seconded by Commissioner Fries to close nominations for 2022-2023 Park Board Secretary. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Messer to elect Elizabeth "Betty" Cloud Secretary by acclamation. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Committees of the Board

There was discussion about keeping all committees the same and changing the OOC Programs, Facilities, Grounds & Maintenance Committee to Steve Messer and Tim Jones.

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to appoint the following standing committees to serve until the June 2023 board meeting:

- Finance Committee – Eric Kirste, Steve Messer
 - Personnel and Planning Committee – Ellen Avery, Betty Cloud
 - Policy and Procedure Committee - Ellen Avery, Betty Cloud
 - Recreation Facilities, Parks & Maintenance Committee – Tim Jones, Paul Fries
 - Recreation Programs & Resident Relations Committee – Eric Kirste, Betty Cloud
 - OOC Programs, Facilities, Grounds & Maintenance Committee – Steve Messer, Tim Jones
- The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Commissioners Comments

There were none.

Adjournment

With no further business to discuss, a motion was made by Commissioner Cloud and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 8:04 p.m. The motion was approved by a voice vote. The motion carried.

Respectfully Submitted,

Edlyn Castil, Administrative Services Manager/Recording Secretary

Secretary: _____

Elizabeth "Betty" Cloud, Prospect Heights Park District